

APRIL 2015

## 1. FUTURE CHALLENGES

Last week saw the annual Planning and Accountability Conference of our Board of Governors, where we reviewed progress towards our Manchester 2020 goals. The Board recognised that we have performed well in many areas over the past year, but that we face a number of challenges if we are to achieve our ambitions in the face of rising costs, declining public funding and increasing global competition. You may also have seen that the University has experienced a significant reduction in government funding under the Quality Research (QR) core funding allocation informed by our performance in the Research Excellence Framework 2014. To address these external financial pressures and provide funds to invest in our key strategic priorities, we need to generate additional funds and make efficiency savings. These measures are likely to fall into five key areas, namely:

- Better recovery of expenditure on research grants and contracts
- Increases in philanthropic giving
- Growth in distance learning provision
- Increase in income from international students
- Improvements in efficiency and effectiveness

PSS colleagues will play a key role in generating these additional funds and realising these efficiency savings, so we need to be prepared both to lead and contribute to change. As an indication of this, a number of reviews and change processes are currently underway including the review of Life Sciences and cognate disciplines, the review of student marketing, recruitment and admissions and the IT transformation.

## 2. FEEDBACK ON EFFICIENCY AND EFFECTIVENESS

There is no discussion topic this month due to the Easter break, however I'd like to thank everyone for their feedback on the topic of efficiency and effectiveness. A large number of comments and ideas have been submitted which are now being collated into one document – the key themes covered include systems and processes, ways of working and policies and procedures. This document will be made available on StaffNet after Easter.

## 3. STAFF SURVEY 2015

If you've not yet completed your Staff Survey there's still time – it's open until Monday, 20 April. Please do participate and offer your views. As at the 31 March, the University response rate was 51%, with EPS at 42%, Humanities at 50%, FLS at 39%, MHS at 46% and central PSS directorates at 51% with some PSS Directorates and teams already near the 100% completion mark. Capita is carrying out the survey on the University's behalf so you can be sure that your response will be treated confidentially and your anonymity is guaranteed. The majority of staff will complete their survey online – look for an email from [staffsurveys@capitasurveys.co.uk](mailto:staffsurveys@capitasurveys.co.uk) which was sent on 9 March, with the subject line University of Manchester Staff Survey 2015, click on the link and enter your unique password. If you don't have email access at work your manager will give you a paper copy to complete which you should return directly to Capita in the postage paid envelope provided. There are two incentives on offer – an iPad is being given each week with the winner drawn at random by Capita from all completed surveys, and you're invited to give a £1 donation to a local charity once you've completed the survey. To find out more about the survey visit:

<http://www.staffnet.manchester.ac.uk/staff-survey-2015/faq/>

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#### 4. USS EMPLOYER CONSULTATION

The proposed changes to future pension benefits in USS, as agreed by the scheme's Joint Negotiating Committee (JNC), are now the subject of a formal consultation with affected employees and their representatives. The consultation is open until 22 May 2015. Further information about why these changes are being proposed is available on the consultation website at [www.ussconsultation.co.uk](http://www.ussconsultation.co.uk). The website includes the full consultation document and an interactive modeller to help you estimate the potential impact on your future pension benefits. There is a section of the website where you can leave your feedback on the proposed changes. Two information sessions for employees are taking place on 7 April at 2pm in room G.107 in the Alan Turing Building and 8 April at 11.30am in room C1 in the Sackville Street Building – further details of how to book onto these sessions will be available soon on StaffNet. Two further dates in late April are also being arranged.

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#### 5. EMENTOR – ONLINE LEADERSHIP AND MANAGEMENT RESOURCE

Feedback from the Staff Survey 2013 highlighted that more support was required around leadership and management development, so a new online resource called eMentor has been launched. It provides short and to the point advice and insight which is updated regularly – there are over 4,000 videos, tips, tools and checklists to support your learning and development. It's a great resource which can be accessed via iPad or smartphone. This work is one of the key outcomes of the Staff Survey 'Leadership and Management' group, which was one of four groups tasked with addressing University-wide issues raised in the Staff Survey 2013. You can find out more about eMentor at: [www.staffnet.manchester.ac.uk/news/display/?id=14125](http://www.staffnet.manchester.ac.uk/news/display/?id=14125)

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#### 6. WORK-RELATED STRESS GUIDANCE AND ASSESSMENT TOOL

The University is committed to providing a supportive working environment that maintains and promotes the health and wellbeing of all employees. A new set of guidance has been launched to help staff spot the signs of work-related stress and deal with it effectively. Alongside the guidance is a new Stress Assessment Tool which managers or staff can use to assess levels of work-related stress and draw up an action plan for individuals. The guidance and assessment tool can be found at: <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=31>. This work is one of the key outcomes of the Staff Survey 'Behaviours' group, which was one of four groups tasked with addressing University-wide issues raised in the Staff Survey 2013.

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#### 7. TWO NEW VICE-PRESIDENTS AND DEANS JOIN THE UNIVERSITY

The University has appointed two new Vice-Presidents and Deans, both of whom will join us on the 1 June. Professor Ian Greer is the new Vice-President and Dean for the Faculty of Medical and Human Sciences. He joins us from the University of Liverpool, where he has been Pro-Vice-Chancellor of the Faculty of Health and Life Sciences since 2010 and Provost responsible for research policy since 2013.

Professor Martin Schröder has been appointed as the new Vice-President and Dean for the Faculty of Engineering and Physical Sciences. He is an expert in materials chemistry applied to energy research, and joins from the University of Nottingham where he is currently Executive Dean of the Faculty of Science, responsible for leading the Faculty's research and teaching strategies, infrastructure and financial planning.

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## 8. GIVE AND GAIN DAY 2015

In support of our social responsibility agenda, the University is once again taking part in Give and Gain Day. This national day of employee volunteering, organised by Business in the Community (BITC), falls on 15 May 2015. In the past, volunteers have helped with everything from school sports days to environmental projects in local parks. If you want to find out more about getting involved contact Sue Field from the Directorate of Human Resources at [susan.field@manchester.ac.uk](mailto:susan.field@manchester.ac.uk)

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## 9. PROTECT YOUR IT ACCOUNT PASSWORD

Your IT account username and password provide access to a number of University systems and data, and your password is key to protecting the security of your account. Passwords must never be disclosed to anyone, including your line manager, IT staff, personal assistants, temporary staff and members of your family. If you share your password with someone, you undermine the security controls which have been implemented to protect systems and data, and you are accountable for actions they take in your name. If you believe that your password is known to anyone other than yourself, you must change it immediately. You can find out more at: [www.its.manchester.ac.uk/secure-it/passwords](http://www.its.manchester.ac.uk/secure-it/passwords) and [www.its.manchester.ac.uk/our-services/security/policy](http://www.its.manchester.ac.uk/our-services/security/policy)

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## 10. SAVE ENERGY OVER EASTER

An energy saving and monitoring initiative for the 2015 Easter break has been developed by members of staff from the Mechanical and Energy Team, the Environmental Sustainability Team, IT Services and staff from the Faculty of Engineering and Physical Sciences. It aims to reduce energy usage across campus during the four-day Easter break, whilst monitoring energy usage in individual buildings. This will allow a baseline to be established, which will help plan future energy saving measures, leading to a reduction in the University's carbon emissions and saving money. So please take extra care to switch off electrical appliances and non-essential apparatus.

I hope you have a good break over the Easter period.

**Will Spinks**

**Registrar, Secretary and Chief Operating Officer**